

File No. 240458

Committee Item No. 6

Board Item No. 29

COMMITTEE/BOARD OF SUPERVISORS

AGENDA PACKET CONTENTS LIST

Committee: Budget and Appropriations Committee Date May 22, 2024

Board of Supervisors Meeting Date June 4, 2004

Cmte Board

- | | | |
|-------------------------------------|-------------------------------------|--|
| <input type="checkbox"/> | <input type="checkbox"/> | Motion |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Resolution |
| <input type="checkbox"/> | <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | <input type="checkbox"/> | Legislative Digest |
| <input type="checkbox"/> | <input type="checkbox"/> | Budget and Legislative Analyst Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Youth Commission Report |
| <input type="checkbox"/> | <input type="checkbox"/> | Introduction Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Department/Agency Cover Letter and/or Report |
| | | • MYR Submittal Letter 5/1/2024 |
| | | • LIB Letter 3/15/2024 |
| | | • LIB Memo 4/18/2024 |
| <input type="checkbox"/> | <input type="checkbox"/> | MOU |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Information Form |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Grant Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Subcontract Budget |
| <input type="checkbox"/> | <input type="checkbox"/> | Contract/Agreement |
| <input type="checkbox"/> | <input type="checkbox"/> | Form 126 – Ethics Commission |
| <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | Award Letter |
| <input type="checkbox"/> | <input type="checkbox"/> | Application |
| <input type="checkbox"/> | <input type="checkbox"/> | Public Correspondence |

OTHER (Use back side if additional space is needed)

- | | | |
|--------------------------|-------------------------------------|---|
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>LIB Presentation 5/22/2024</u> |
| <input type="checkbox"/> | <input checked="" type="checkbox"/> | <u>Presidential Action Memo – Temp Assignment 5/21/2024</u> |
| <input type="checkbox"/> | <input type="checkbox"/> | _____ |
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Completed by: Brent Jalipa Date May 17, 2024

Completed by: Brent Jalipa Date _____

1 [Accept and Expend Grant - Friends of the San Francisco Public Library - Annual Grant Award
2 - Up to \$1,080,375 of In-Kind Gifts, Services, and Cash Monies - FY2024-2025]

3 **Resolution authorizing the San Francisco Public Library to accept and expend a grant**
4 **in the amount of up to \$1,080,375 of in-kind gifts, services, and cash monies from The**
5 **Friends and Foundation of the San Francisco Public Library (Friends) for direct support**
6 **for a variety of public programs and services in Fiscal Year (FY) 2024-2025.**

7
8 WHEREAS, The Friends and Foundation of the San Francisco Public Library (Friends)
9 is a non-profit organization that advocates, fundraises, and provides critical support for the
10 San Francisco Public Library and related literary and educational programs; and

11 WHEREAS, The Friends and Foundation of the San Francisco Public Library (Friends)
12 and the Public Library entered into a Memorandum of Understanding (MOU) related to the
13 Friends' fiscal sponsorship of the Library for a term of 10 years commencing on August 21,
14 2023, which was approved by the Board of Supervisors with the adoption of Resolution No.
15 230873 on November 14, 2023; and

16 WHEREAS, The Public Library submits proposals annually to the Friends for public
17 programs and services; and

18 WHEREAS, The types of programs and services supported by these grants include
19 Youth Programs, Adult Programs, Collections, Public Relations, Staff Development,
20 Innovation Programs; supplies, materials, furniture, fixtures, and equipment to support those
21 services; and

22 WHEREAS, Highlights of the upcoming Fiscal Year (FY) 2024-2025 program year
23 support include Grants to Branches, program support for children and youth services,
24 enhanced community outreach, and the Public Library's racial equity initiative to enhance
25 diversity and inclusion; and

1 WHEREAS, The Department proposes to maximize use of available grant funds on
2 program expenditures by not including indirect costs in the grant budget; now, therefore, be it

3 RESOLVED, That the Board of Supervisors hereby waives inclusion of indirect costs in
4 the grant budget; and, be it

5 FURTHER RESOLVED, That the Public Library is authorized to accept and expend up
6 to \$1,080,375 of in-kind gifts, services, and cash monies awarded by the Friends of San
7 Francisco Public Library to support Library programs and services and related literary and
8 educational programs in FY2024-2025.

9

10 Recommended:

Approved: /s/

11

Mayor

12 /s/

13 Department Head

Approved: /s/

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Controller

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File Number: 240458
(Provided by Clerk of Board of Supervisors)

Grant Resolution Information Form
(Effective July 2011)

Purpose: Accompanies proposed Board of Supervisors resolutions authorizing a Department to accept and expend of in-kind gifts, services and cash grant funds.

The following describes the grant referred to in the accompanying resolution:

1. Grant Title: The Friends and Foundation of the San Francisco Public Library FY25 Annual Grant Award

2. Department: Public Library

3. Contact Person: Christine Murdoch Telephone: 557-4246

4. Grant Approval Status (check one):

Approved by funding agency Not yet approved

5. Amount of Grant Funding Approved or Applied for: Up to \$1,080,375 of in-kind gifts, services and cash monies.

6a. Matching Funds Required: \$0

b. Source(s) of matching funds (if applicable):

7a. Grant Source Agency: The Friends and Foundation of the San Francisco Public Library

b. Grant Pass-Through Agency (if applicable):

8. Proposed Grant Project Summary: The Friends and Foundation of the San Francisco Public Library (Friends) is a non-profit organization that advocates, fundraises, and provides critical support for the San Francisco Public Library and related literary and educational programs. This grant allows the Library to provide direct support for a variety of public programs and services. The types of programs and services supported by these grants include: Youth Programs, Adult Programs, Collections, Staff Development, Public Relations, and Innovation Programs.

9. Grant Project Schedule, as allowed in approval documents, or as proposed:

Start-Date: July 1, 2024 End-Date: June 30, 2025

10a. Amount budgeted for contractual services: \$0

b. Will contractual services be put out to bid?

c. If so, will contract services help to further the goals of the Department's Local Business Enterprise (LBE) requirements?

d. Is this likely to be a one-time or ongoing request for contracting out?

11a. Does the budget include indirect costs? Yes No

b1. If yes, how much? \$

b2. How was the amount calculated?

c1. If no, why are indirect costs not included?

Not allowed by granting agency
 Other (please explain):

To maximize use of grant funds on direct services

c2. If no indirect costs are included, what would have been the indirect costs? There is not an indirect cost plan and we do not have an estimate of what these costs would be.

12. Any other significant grant requirements or comments:

****Disability Access Checklist***(Department must forward a copy of all completed Grant Information Forms to the Mayor's Office of Disability)**

13. This Grant is intended for activities at (check all that apply):

- | | | |
|--|---|---|
| <input type="checkbox"/> Existing Site(s) | <input type="checkbox"/> Existing Structure(s) | <input checked="" type="checkbox"/> Existing Program(s) or Service(s) |
| <input type="checkbox"/> Rehabilitated Site(s) | <input type="checkbox"/> Rehabilitated Structure(s) | <input type="checkbox"/> New Program(s) or Service(s) |
| <input type="checkbox"/> New Site(s) | <input type="checkbox"/> New Structure(s) | |

14. The Departmental ADA Coordinator or the Mayor's Office on Disability have reviewed the proposal and concluded that the project as proposed will be in compliance with the Americans with Disabilities Act and all other Federal, State and local disability rights laws and regulations and will allow the full inclusion of persons with disabilities. These requirements include, but are not limited to:

1. Having staff trained in how to provide reasonable modifications in policies, practices and procedures;
2. Having auxiliary aids and services available in a timely manner in order to ensure communication access;
3. Ensuring that any service areas and related facilities open to the public are architecturally accessible and have been inspected and approved by the DPW Access Compliance Officer or the Mayor's Office on Disability Compliance Officers.

If such access would be technically infeasible, this is described in the comments section below:

Comments:

Departmental ADA Coordinator or Mayor's Office of Disability Reviewer:

Michael Lambert
(Name)

City Librarian
(Title)

Date Reviewed: 4/17/2024

DocuSigned by:
Michael Lambert
C9DF0B3992E246F
(Signature Required)

Department Head or Designee Approval of Grant Information Form:

Michael Lambert
(Name)

City Librarian
(Title)

Date Reviewed: 4/17/2024

DocuSigned by:
Michael Lambert
C9DF0B3992E246F
(Signature Required)

FY 2024-2025 Accept & Expend for the San Francisco Public Library

Fund/Programs	Unrestricted	Restricted	Total	Description
MAIN LIBRARY				
Public Programs at the Main Library	\$50,000	\$0	\$50,000	For cultural and learning opportunities, including content creation, maker spaces, literary, personal skill-building, small business, and vocational development. This grant includes dedicated funding for The Mix at the Main, WORK IT programming for the 4th floor, as well as funding to celebrate special events at the Main Library. Friends focus areas: lifelong learning, children and youth, arts and culture.
Phyllis Wattis Endowment for the Main	\$0	\$50,000	\$50,000	The Wattis Endowment is used to expand the Main Library's capacity as a center for programming and support by addressing upkeep and improvements in the space and for equipment. Funds will also support youth workforce development, Bay Beats MusiCat programming, Tenderloin Outreach, and Digi DIY Lab. Friends fund focus area: lifelong learning and children and youth.
Social Services Outreach	\$0	\$2,250	\$2,250	For outreach activities conducted by the Main Library's Social Services team. Friends focus area: library excellence and innovation.
African American Center	\$0	\$6,000	\$6,000	For the Center's engagement with African American youth in SFSUD, specifically Black Student Union members at School of the Arts (SOTA), the NorCal MLK Foundation's youth day at the Black and Brown Comix Arts Festival, annual Kwanzaa celebration, and ongoing public exhibits and literary public programs for the community. Friends focus area: arts and culture, lifelong learning and children and youth.
James C. Hormel LGBTQIA Center	\$0	\$150,000	\$150,000	To diversify the collection, programs, exhibits, and clientele of the Center and digitization of the archives, including the LGBTQ Historical Highlights project. Friends focus areas: arts and culture and library excellence and innovation.
Latino/Hispanic Interest Collections & Programs	\$0	\$3,000	\$3,000	For community programming in the Latino/Hispanic Center, International Center and at Branches. Friends focus area: arts and culture.
San Francisco History Center	\$0	\$30,500	\$30,500	For special projects of the SF History Center including digitizing archival files; enhancing the Harrison Calligraphy collection, supporting the Schmulowitz Wit and Humor Collection, and curating exhibitions on local history on the 6th floor of the Main when possible. Friends focus area: arts and culture and library excellence and innovation.
Wallace Stegner Center for the Environment	\$0	\$300	\$300	For Native American and Indigenous peoples and environmental education programs and exhibits. Friends focus areas: lifelong learning and arts and culture.
Effie Lee Morris Lecturer	\$8,000	\$350	\$8,350	For the annual literary festival honoring an author for their lifetime achievement in children/youth literature at the Koret Auditorium and Main Library. Friends focus area: arts and culture and children and youth.
Talking Books & Braille Center (TB&BC)	\$0	\$7,500	\$7,500	For training and public programs to better serve clients with visual and print disabilities. Friends focus area: lifelong learning.
SUBTOTAL	\$58,000	\$249,900	\$307,900	
NEIGHBORHOOD BRANCHES				
Grants to Branches - All ages	\$78,190	\$53,170	\$131,360	For branch-based staff to create programming specific to the needs of the neighborhoods, promoting intergenerational learning and shared experiences. Programming includes STEM, arts, cultural, health and wellness activities, and an annual open house celebration at each branch. Draw-down of \$10,000 in dedicated funds for the Bayview Branch to supplement additional targeted programming and learning resources. Friends focus areas - all four.
SUBTOTAL	\$78,190	\$53,170	\$131,360	

FY 2024-2025 Accept & Expend for the San Francisco Public Library

Fund/Programs	Unrestricted	Restricted	Total	Description
SYSTEM-WIDE PROGRAMS (Community Programs and Partnerships)				
Youth Programs: Literacy and STEM	\$60,000	\$26,770	\$86,770	For coordinated system-wide children and youth cultural programs, as well as STEM learning; Big SF Playdates; Scholar Card promotion; mobile outreach; Early Literacy Buffet; and for programming partnerships with SFUSD, deYoung, SFMOMA, CJM, Exploratorium, Asian Art Museum, National Park Service, Bay Area Discovery Museum and more. Donor restricted funds for MOS, BIPOC literary festival and Dia. Friends focus area: children and youth and arts and culture.
Youth Programs: Summer Stride Reading Programming	\$100,000	\$9,000	\$109,000	For SFPL's signature summer program including free events for all ages, the Youth Engaged in Library Leadership (YELL) program, Summer youth volunteer program, honorariums for all performers, featured authors and the featured illustrator, campaign supplies (stickers, tattoos, badges, buttons, printing, promotion), incentive awards, and materials towards the Everybody Reads campaign in collaboration with the Human Rights Commission. Friends focus areas: lifelong learning and children and youth.
Youth Programs: Tricycle Music Festival	\$0	\$13,000	\$13,000	For the annual celebration, bringing musical performances and welcoming young families to sing and dance at our libraries. Friends focus area: children and youth.
Connected Community, system-wide themed programs	\$100,000	\$25,765	\$125,765	Funding year-round cultural programming of More Than a Month, VIVA, and Weaving Stories (AANHPI), along with more recently supported cultural themes (First Person, SWANA, Filipino American Heritage Month, etc.). This also includes our On The Same Page series, and various authors and presenters on relevant, community-interest topics. This fund also supports our robust and diverse exhibits and exhibition programs at the Main and Branches. To support Innovation & Organizational Excellence, this would fund Jail/Reentry programming, equity-focused programming, and equity-focused community outreach and engagement. The total fund includes an increase to support increasing base honoraria for all programs from \$300 to \$350. Donor restricted funds include funding for Night of Ideas Poetry, and Climate / Environmental related programs. Friends focus area: arts and culture.
Literacy & Learning	\$0	\$30,000	\$30,000	For literacy and digital literacy programming supplies and honoraria; FOG Readers materials and support; Career Online High School student support and graduation supplies; Project Read and ESL general support. Also supports annual Tech Week programs and learning differences funds. Friends focus area: lifelong learning.
Friends' Initiative: One City, One Book	\$36,000	\$0	\$36,000	For costs of the annual citywide literary program featuring a single book and inviting residents to engage in author events, book clubs, and public programs around the book. Friends focus is Arts and Culture.
Volunteer Services Recognition Event	\$6,000	\$75	\$6,075	For expenses of events and programs that appreciate and honor volunteers throughout the library system. Tied to organizational excellence Friends focus area. Friends focus area: library excellence and innovation.
SUBTOTAL	\$302,000	\$104,610	\$406,610	

FY 2024-2025 Accept & Expend for the San Francisco Public Library

Fund/Programs	Unrestricted	Restricted	Total	Description
PUBLIC AFFAIRS				
Community Relations/Promotions & Marketing	\$35,000	\$0	\$35,000	For advertising and marketing of Library programs and other special projects; Discover & Go free museum passes and production of program guides. Support combining this fund with ATL fund and eliminating that item from budget. Friends focus area: library excellence and innovation.
SUBTOTAL	\$35,000	\$0	\$35,000	
SPECIAL INITIATIVES				
City Librarian Strategic Initiatives	\$14,000	\$0	\$14,000	The Strategic Initiatives support fund enables the City Librarian and management team to provide funding for special projects and library initiatives that are not funded through the city's budget process. This fiscal year, the City Librarian will be assuming the presidency of the Public Library Association (PLA), the largest association dedicated to supporting the unique and evolving needs of public library professionals (9,000 members in public libraries large and small in communities across the United States and Canada). As PLA President, the City Librarian will be required to attend professional conferences, preside over the PLA Board meetings, and be responsive to media events across the country. The Strategic Initiatives funding will support the City Librarian's representation of the San Francisco Public Library on a national stage as a leader in the profession and spokesperson for public libraries. This source will also support professional association memberships and attendance at industry conferences, as well as team building activities to strengthen organizational culture for the executive leadership team. (\$8,000) In addition the Strategic Initiatives funding will provide each Division Chief on the Library's Management Team a pool of resources to support departmental priorities. (\$6,000)
Racial Equity	\$50,000	\$0	\$50,000	Professional Development for Racial Equity Committee and library leadership; additional support for Effie Lee Morris/BIPOC litfest and FilAm Book Festival, summer partnership with 100% College Prep reading program.
Professional Development	\$72,500	\$0	\$72,500	These funds support the Educational Opportunities Program to allow more staff to attend professional conferences (\$40k); Staff Recognition (\$10k) and Annual Staff holiday Party (\$15k); Staff recruitment efforts (\$5K); and Training and Refreshment fund (\$2.5K). Friends focus area: library excellence and innovation.
Friends Innovation Fund	\$50,000	\$0	\$50,000	To support library innovation projects including phase two of promentora outreach efforts to identify and compensate dedicated community partners for community outreach around library initiatives. Friends focus area: library excellence and innovation.
Library Service & Technology Act Grants	\$0	\$0	\$0	For web crawler project at the Main for preserving community websites. Friends focus area: library excellence and innovation.
Special Collections	\$1,500	\$7,700	\$9,200	For purchasing collections from small, specialized publishers that do not regularly conduct business with the city. This also includes the Unrestricted Collection Development Fund, which is used to order books and other library materials that are not available through City approved vendors. We have seen an increase in request this fiscal year since our vendors are still suffering from impacts of Covid. Having the extra money will allow us to purchase unusual titles that our unique community needs, especially titles to support programing. Friends focus area: arts and culture and library excellence and innovation.
Deaf Services	\$0	\$500	\$500	For purchasing supplies and equipment. Library focus area: lifelong learning

FY 2024-2025 Accept & Expend for the San Francisco Public Library

Fund/Programs	Unrestricted	Restricted	Total	Description
Facilities & IT	\$0	\$3,305	\$3,305	Special initiatives for Facilities and IT to replace hard to purchase minor items. Friends focus area: library excellence and innovation.
SUBTOTAL	\$188,000	\$11,505	\$199,505	
TOTAL	\$661,190	\$419,185	\$1,080,375	

FY24 Request Totals for comparison	\$584,550	\$445,850	\$1,030,400	MS 3.1.24: reminder that the Wiley Fund was in DR in FY24; The Friends Innovation is UR in FY25. The initial submission was approximately UR: \$678,665 + DR: \$436,921 = \$1,115,586. Note that the DR figure included \$50K for Wiley so when you shift that to UR as the renamed Friends Initiative that breakdown would have been ~ UR: \$728,665 & DR: \$386,921 = \$1,115,586.
Var FY25 to FY24	\$76,640	-\$26,664	\$49,976	MS 2.14.24: Per FOL --> Wiley is now UR and title Friends Innovation. The \$97,415 increase includes the Friends Innovation. If you back that out, the net UR variance b/w FY25 and FY24 is \$47,415. Those increases are for Grants to Branches given that some sites do not have DR funds; Connected Communities, STEM programming, Effie Lee Morris. Please see the pivot table for figure details.



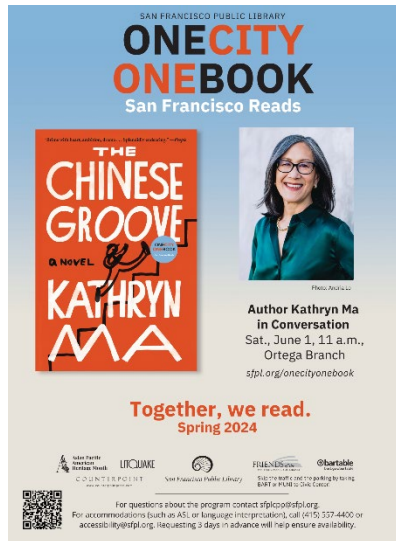
SAN FRANCISCO PUBLIC LIBRARY

Friends and Foundation of the San
Francisco Public Library Annual Grant

SF Board of Supervisors Budget & Appropriations Committee
May 22, 2024



Friends of the SFPL Annual Grant



**FY24 Annual Grant Amount:
\$1,080,375**

\$661,190 in Unrestricted Funds

\$418,185 in Restricted Funds

The Friends Annual Grant Monies Support:

One City One Book: SF Reads

Summer Stride

Branch Open House Events

Special Collections

Employee Engagement

Innovation



April 10, 2024

Michael Lambert
City Librarian
San Francisco Public Library
100 Larkin Street
San Francisco, CA 94102
Dear Librarian Lambert,

On behalf of our Board of Directors, I am pleased to inform you that Friends of the San Francisco Public Library has approved funding for the requests you submitted for Fiscal Year 2024-2025.

Included in this total is **\$1,080,375** in direct funding for programs and services throughout the system as requested by the City Librarian and his staff based on community needs.

We are pleased to approve **\$661,190** in unrestricted support to programs and resources for the Main Library, the neighborhood branches, system-wide programming from the Community Programs and Partnerships, Children and Youth programs, and Special Initiatives.

In addition to the unrestricted funds articulated above, an additional **\$419,185** will be available through restriction-designated funds which Friends holds in trust for your use to augment all areas above. Please recall that we are asking for quarterly estimates for use of these funds to enable us to calculate our cash flow needs.

Funds granted in this cycle have become available at the beginning of the new fiscal year, beginning July 1, 2024. We appreciate the assessment and reporting done by you and your staff during the course of the past year to measure and reflect their impact, both on the library and the community which it serves. This information helps Friends seek additional funding of these programs, and also gives our Board and donors a clear and compelling picture of the effects of their generosity.

We look forward to Friends being acknowledged on all materials developed through our funding as well as at programs in the libraries and to continue to receive any evaluations or other measures of the programs. Thank you for this opportunity to support San Francisco Public Library—the City’s greatest public shared asset. We look forward to an exciting year!

Best regards,

Carrie Blanding

Carrie Blanding, Interim Executive Director

(415) 477-5220

Carrie.blanding@friendssfpl.org

CC: Rebecca Charnas Grant, Chair of the Board of Directors
Bob Daffeh, Director of Finance and Administration



San Francisco Public Library

March 15, 2024

Carrie Blanding
Executive Director
Friends of the San Francisco Public Library
1630 17th Street
San Francisco, CA 94107

Dear Carrie,

Thank you for your invitation to submit the San Francisco Public Library's grant proposals for Fiscal Year 25. These proposals have been developed based on the Library's Strategic Priorities and citywide goals and were also aligned to Friends of San Francisco Public Library's four funding priorities:

- Children & Youth
- Lifelong Learning
- Arts & Culture
- Library Excellence and Innovation

The request will allow us to begin moving forward on the first steps of our newly created Strategic Plan that sets on a 6-year course for greater community engagement. This funding allows for enrichment of programs and services for all ages, support for multilingual community outreach, as well as for innovative cultural and workforce development programming. The grants to branches will support open house events and programming that fosters intergenerational learning and shared experiences for these neighborhoods. The FY 25 grant request also advances the Library's vision for dynamic professional development opportunities for staff and for the library leadership team, and for building on our racial diversity, equity and inclusion efforts.

The Library is extremely grateful for Friends' annual robust support. This year, we have increased our annual request to **\$1,080,375** which is split between donor-restricted and traditionally funded accounts. With your support, San Francisco Public Library is poised for a transformative year that will showcase new innovations and strategies that support library services for all in our vibrant City.

Sincerely,

Michael Lambert
City Librarian

CC: Maureen Singleton, Chief Operating Officer
Dolly Goyal, Chief of Public Services
Michelle Jeffers, Chief of Community Programs and Partnerships
Mike Fernandez, Chief Financial Officer
Christine Murdoch, Budget Manager

President, District 3
BOARD of SUPERVISORS



City Hall
1 Dr. Carlton B. Goodlett Place, Room 244
San Francisco, CA 94102-4689

Tel. No. 554-7450
Fax No. 554-7454
TDD/TTY No. 544-6546

Aaron Peskin

PRESIDENTIAL ACTION

Date: 5/21/24

To: Angela Calvillo, Clerk of the Board of Supervisors

Madam Clerk,
Pursuant to Board Rules, I am hereby:

Waiving 30-Day Rule (Board Rule No. 3.23)

File No. _____ (Primary Sponsor)

Title. _____

Transferring (Board Rule No 3.3)

File No. _____ (Primary Sponsor)

Title. _____

From: _____ Committee

To: _____ Committee

Assigning Temporary Committee Appointment (Board Rule No. 3.1)

Supervisor: Dorsey Replacing Supervisor: Peskin

For: 5/22/24 Budget & Appropriations Meeting
(Date) (Committee)

Start Time: _____ End Time: _____

Temporary Assignment: Partial Full Meeting

Aaron Peskin, President
Board of Supervisors

TO: Angela Calvillo, Clerk of the Board of Supervisors

FROM: Mike Fernandez, SFPL CFO, Finance Office

DATE: April 18, 2024

SUBJECT: Accept and Expend Resolution for SFPL Grant

GRANT TITLE: The Friends and Foundation of the San Francisco Public Library – Annual Grant Award

Attached please find the original and 4 copies of each of the following:

Proposed grant resolution; original signed by Department, Mayor, Controller

Grant information form, including disability checklist

Grant budget

Grant application

Grant award letter from funding agency

Ethics Form 126 (if applicable)

Contracts, Leases/Agreements (if applicable)

Other (Explain):

Special Timeline Requirements: Trailing Budget Legislation

Departmental representative to receive a copy of the adopted resolution:

Name: Christine Murdoch

Phone: 557-4246

Interoffice Mail Address: Public Library #41

Certified copy required Yes

No

(Note: certified copies have the seal of the City/County affixed and are occasionally required by funding agencies. In most cases ordinary copies without the seal are sufficient).



To: Angela Calvillo, Clerk of the Board of Supervisors
From: Anna Duning, Mayor's Budget Director
Date: May 1, 2024
Re: Mayor's May 1 FY 2024-25 and FY 2025-26 Budget Submission

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2024 MAY -1 AM 11:00
BY [signature]

Madam Clerk,

In accordance with City and County of San Francisco Administrative Code, Section 3.3, the Mayor's Office hereby submits the Mayor's proposed May 1 budget, corresponding legislation, and related materials for Fiscal Year (FY) 2024-25 and FY 2025-26.

In addition to the Mayor's Proposed FY 2024-25 and FY 2025-26 May 1 Budget Book, the following items are included in the Mayor's submission:

- The May 1 Proposed Annual Appropriation Ordinance (AAO) and Proposed Annual Salary Ordinance (ASO) for Selected Departments
- The Municipal Transportation Agency (MTA) Budget Memo
- The Public Utilities Commission (PUC) Capital Budgets and Borrowing Ordinances
- 8 separate pieces of trailing legislation (see list attached)
- A Transfer of Function letter detailing the transfer of positions from one City department to another
- An Interim Exception letter
- Memo to the Board President requesting for 30-day rule waivers on ordinances

Please note the following:

- Technical adjustments to the budget are being prepared, but are not submitted with this set of materials.

Sincerely,

A handwritten signature in blue ink, appearing to read "Anna Duning".

Anna Duning
Mayor's Budget Director

cc: Members of the Board of Supervisors
Budget & Legislative Analyst's Office
Controller

DEPT	Item	Description	Type of Legislation	File #
AIR	Continuing Prop J	General aviation security services, information booth and guest assistance, employee and public parking operations, and shuttle bus service	Ordinance	240460
BOA	Fee Change	Adjust BOA surcharges on fees imposed under the San Francisco Planning Code and Building Code	Ordinance	240456
DBI	Fee Change	Adjusts the fees for permits and services provided by the Department of Building Inspection pursuant to the 2023 Fee Study	Ordinance	240457
LIB	Recurring A&E	The Friends and Foundation of the San Francisco Public Library – Annual Grant Award	Resolution	240458
MTA	Continuing Prop J	Citations, paratransit, parking meter collections, security, towing, and transit shelter cleaning services	Ordinance	240460
PRT	Continuing Prop J	Security services at Port facilities	Ordinance	240460
PRT	Recurring Grants	Department of Homeland Security Port Security Grant Program (PSGP)	Resolution	240459
PUC	Continuing Prop J	Security services at PUC Wastewater Enterprise facilities	Ordinance	240460

RECEIVED
 BOARD OF SUPERVISORS
 SAN FRANCISCO
 2024 MAY -1 AM 11:00
 BY dw

OFFICE OF THE MAYOR
SAN FRANCISCO



LONDON N. BREED
MAYOR

To: Angela Calvillo, Clerk of the Board of Supervisors
From: Anna Duning, Mayor's Budget Director
Date: June 1, 2024
Re: Accept and Expend Grant - Friends of the San Francisco Public Library - Annual
Grant Award - Up to \$1,080,375 of In-Kind Gifts, Services, and Cash Monies
FY2024-2025

RECEIVED
BOARD OF SUPERVISORS
SAN FRANCISCO
2024 MAY -1 AM 11:06
BY R

Resolution authorizing the San Francisco Public Library to accept and expend a grant in the amount of up to \$1,080,375 of in-kind gifts, services, and cash monies from The Friends and Foundation of the San Francisco Public Library (Friends) for direct support for a variety of public programs and services in Fiscal Year (FY) 2024-2025.

Should you have any questions, please contact Tom Paulino at 415-554-6153.